

## EFFECTIVE

April 1, 2019.

### Subject(s)

1. Capacity limits and placement exception requests.
2. Criminal history background check clarification.
3. Michigan Public Sex Offender Registry clearances.
4. Clearance expiration date.
5. Denied placement recommendation requirements.
6. Medical and education information link.
7. New relative licensure and waiver policy item.
8. Family Incentive Grant (FIG).

## 1. CAPACITY LIMITS AND PLACEMENT EXCEPTION REQUESTS

### *FOM 722-03B, Relative Engagement and Placement*

### *FOM 915A, Child Welfare Continuum of Care Program Requirements*

The capacity limits identified in Implementation, Sustainability, and Exit Plan (ISEP) 6.12 apply to placements with unlicensed relative caregivers. Any placement made in an unlicensed relative's home resulting in more than three foster children, more than five total children, or more than three children under the age of three residing in the home require the completing and approval of a placement exception request.

*Reason:* Implementation, Sustainability, and Exit Plan, Dwayne B. v. Snyder

## 2. CRIMINAL HISTORY BACKGROUND CHECK CLARIFICATION

### *FOM 722-03B, Relative Engagement and Placement*

**Clarification:** References to the phrase *criminal history check* were updated to *criminal history background check* because a criminal history check means a fingerprint-based criminal history record check through the department of state police and the Federal

Bureau of Investigation. A criminal history background check refers to any other criminal history records check; e.g., LEIN, ICHAT, court records.

**Correction:** Criminal history background checks are not required for minor household members.

*Reason:* Child Care Organizations Act, 1973 PA 116, as amended MCL 722.111

### 3. MICHIGAN PUBLIC SEX OFFENDER REGISTRY CLEARANCES

#### ***FOM 722-03B, Relative Engagement and Placement***

Caregivers and household members aged 12 years and older must have their names and addresses searched on the Michigan Public Sex Offender Registry prior to placement.

*Reason:* Clarification was requested from Foster Care Program Office regarding the minimum age for a minor to be included in this clearance requirement.

### 4. CLEARANCES EXPIRATION DATE

#### ***FOM 722-03B, Relative Engagement and Placement***

Clearances must be current whenever a placement is made. If the date of placement is more than 30 calendar days after the date the clearances were completed, then new clearances must be completed.

*Reason:* Foster Care Program Office clarification.

### 5. DENIED PLACEMENT RECOMMENDATION REQUIREMENTS

#### ***FOM 722-03B, Relative Engagement and Placement***

If the placement recommendation on the DHS-588 is denied then a DHS-31, Foster Care Placement Decision Notice, is required to be provided to the relative caregiver with a copy of the DHS-588, within five business days of the denial; see Foster Care Placement Decision Notice in this item.

**6. MEDICAL AND  
EDUCATION  
INFORMATION LINK.**

*Reason:* Foster Care Program Office recommendation.

***FOM 722-03B, Relative Engagement and Placement***

A link was added to FOM 801, Health Services for Children in Foster Care, for the medical information/documents that must be provided to the caregiver upon placement and to FOM 723, Educational Services, for the education information/documents that must be provided to the caregiver upon placement.

*Reason:* Foster Care Program Office recommendation.

**7. NEW RELATIVE  
LICENSURE AND  
WAIVER POLICY  
ITEM.**

***FOM 923, Relative Licensing and Waivers***

Policy regarding relative licensure and waivers was moved to [FOM 923, Relative Licensure and Waivers](#).

*Reason:* Foster Care Program Office recommendation.

**8. FAMILY  
INCENTIVE GRANT**

***FOM 980, Family Incentive Grant***

The annual Family Incentive Grant Children's Services Agency policy has been updated to align with the 2018-19 budget.

Foster Care Program Office recommendation.

**MANUAL  
MAINTENANCE  
INSTRUCTIONS**

**Added Items ...**

[FOM 923](#)

**Changed Items ...**

[FOM 722-03B](#)

[FOM 915A](#)

[FOM 980](#)